
C O U N C I L C O M M U N I C A T I O N

TO: THE CITY COUNCIL
FROM: THE CITY MANAGER'S OFFICE

COUNCIL MEETING DATE
JANUARY 16, 1991

SUBJECT: COUNCIL CONSIDERATION OF AN ORDINANCE RELATING TO
 THE CITY MANAGER'S AUTHORITY TO EXECUTE CONTRACTS

PREPARED BY: City Attorney

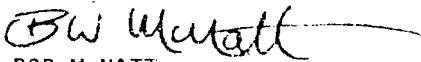
RECOMMENDED ACTION: Council consideration of attached ordinance.

BACKGROUND INFORMATION: To efficiently deal with the day-to-day business of the City, it is frequently desirable that the City Manager be able to execute on behalf of the City, contracts for small amounts of goods or services without the necessity of prior Council approval. This has been past practice with the tacit approval of the Council.

The attached ordinance would not change the situation, but would simply codify past practice. This Municipal Code modification would authorize the Manager, without Council approval, to execute City contracts not exceeding \$5,000. This is consistent with prior Council approval given to the City Manager, City Clerk, and City Attorney to settle claims against the City for amounts not exceeding \$5,000 without the necessity of going to the Council.

Most cities have such an ordinance, varying in amount between \$3,000 and \$20,000.

Respectfully submitted,


BOB McNATT
City Attorney

BM:vc

attachment

ORDINANCE NO. 1506

AN ORDINANCE OF THE LODI CITY COUNCIL
AMENDING LODI MUNICIPAL CODE TITLE 2, SECTION 2.12.060 -
RELATING TO THE CITY MANAGER'S AUTHORITY TO EXECUTE CONTRACTS

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BE IT ORDAINED BY THE LODI CITY COUNCIL AS FOLLOWS:

SECTION 1. Lodi Municipal Code Title 2, Section 2.12.060 relating to the City Manager's powers and duties generally, is hereby amended by adding thereto a new subsection "T" entitled "Contracts", as follows:

" ... it is his duty and he shall have power:

"T. CONTRACTS: To execute on behalf of the City and without City Council approval, contracts in the amount of five thousand dollars (\$5,000) or less. Except in emergencies, all contracts exceeding five thousand dollars (\$5,000) shall be approved by City Council action. No contract shall be split into smaller purchase orders or segments to avoid the provisions of this subsection or the requirements of Chapter 3.20 of this Code."

SECTION 2. All ordinances and parts of ordinances in conflict herewith are repealed insofar as such conflict may exist.

SECTION 3. This ordinance shall be published one time in the "Lodi News Sentinel", a daily newspaper of general circulation printed and published in the City of Lodi and shall be in force and take effect thirty days from and after its passage and approval.

Approved this day of

DAVID M. HINCHMAN
Mayor

Attest:

ALICE M. REIMCHE
City Clerk

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State of California
County of San Joaquin, ss.

I, Alice M. Reimche, City Clerk of the City of Lodi, do hereby certify that Ordinance No.1506 was introduced at a regular meeting of the City Council of the City of Lodi held January 16, 1991 and was thereafter passed, adopted and ordered to print at a regular meeting of said Council held _____ by the following vote:

Ayes:	Council Members -
Noes:	Council Members -
Absent:	Council Members -
Abstain:	Council Members -

I further certify that Ordinance No. 1506 was approved and signed by the Mayor on the date of its passage and the same has been published pursuant to law.

ALICE M. REIMCHE
City Clerk

Approved as to Form

BOBBY W. McNATT
City Attorney

ORD1506/TXTA.01V